
BUDGET COMMITTEE MINUTES
OCTOBER 6, 2022

Members Present:

Shain Vowell, Commissioner – Chairman
Bob Smallridge, Commissioner
Catherine Denenberg, Commissioner
Jerry White, Commissioner
Michael Foster, Commissioner
Sabra Beauchamp, Commissioner
Shelly Vandagriff, Commissioner
Tracy Wandell, Commissioner

Meeting Facilitator: Randy Walters, Deputy Finance Director

Committee Chair Shain Vowell opened nominations for election of a Budget Committee Chair for the new term.

Motion by Commissioner Michael Foster, seconded by Commissioner Bob Smallridge, to nominate Commissioner Shain Vowell as Committee Chair.

Motion by Commissioner Catherine Denenberg, seconded by Commissioner Michael Foster, and passed to cease nominations and elect Commissioner Shain Vowell as Committee Chair by acclamation.

TRANSFERS (Approved through Consent Agenda)

THE 1st ITEM, to be presented to the Anderson County Budget Committee, was a written request from Brian Young, I.T., that the following **TRANSFER** in General Fund 101 be approved.

Decrease Expenditure Code:

101-52600-399	Outside Services	\$2,000.00
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Increase Expenditure Code:

101-52600-499	Other Supplies & Materials	\$2,000.00
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Justification: General supplies for courthouse needs from IT.

Motion by Commissioner Bob Smallridge, seconded by Commissioner Catherine Denenberg, and passed to approve the transfer requests.

Commissioner Tracy Wandell and Jerry White absent.

THE 2nd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Steve Payne, EMA, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Codes:

101-54410-499	Other Supplies & Materials	\$5,000.00
101-54410-336	Maintenance & Repair of Equipment	<u>2,000.00</u>
		\$7,000.00

Decrease Expenditure Code:

101-54410-711	Furniture & Fixtures	\$7,000.00
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Justification: To purchase hazmat cleanup equipment and materials. Due to increased cost of maintenance repairs; we need to increase line item.

Motion by Commissioner Bob Smallridge, seconded by Commissioner Catherine Denenberg, and passed to approve the transfer requests.

Commissioner Tracy Wandell and Jerry White absent.

THE 3rd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Stephanie Wells, Tourism, that the following **TRANSFER** in Tourism Fund 128 be approved.

Increase Expenditure Code:

128-58110-511	Vehicle Insurance	\$1,000.00
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Decrease Expenditure Codes:

128-58110-348	Postage	\$500.00
128-58110-348-4000	Postage Move to Anderson	<u>500.00</u>
		\$1,000.00

Justification: Transferring funds to pay for the vehicle insurance on the tourism/county car. In the digital age, tourism is spending less funds on mailing brochures.

Motion by Commissioner Bob Smallridge, seconded by Commissioner Catherine Denenberg, and passed to approve the transfer requests.

Commissioner Tracy Wandell and Jerry White absent.

THE 4th ITEM, to be presented to the Anderson County Budget Committee, was a written request from John Vickery, Fleet Services, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:

101-54900-307-0200	Communication-Internet Service	\$581.21
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Decrease Expenditure Codes:

101-54900-307-0100	Communication-Cellular/page service	\$200.00
101-54900-453	Vehicle Parts	<u>381.21</u>
		\$581.21

Justification: Upgrading internet speed per Brian Young IT department to resolve downloading and uploading issues.

Motion by Commissioner Bob Smallridge, seconded by Commissioner Catherine Denenberg, and passed to approve the transfer requests.

Commissioner Tracy Wandell and Jerry White absent.

APPROPRIATIONS REQUIRING FULL COMMISSION APPROVAL

THE 5th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Julie Minton, Fiscal Services, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Decrease Reserve Code:

141-39000	Unassigned Fund Balance	\$250,000.00
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(Amendment will be from 141-34690 Committed for Other Purposes and a JE will replenish the reserve for 39000)

Increase Expenditure Code:

141-76100-707	Building Improvements	\$250,000.00
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Justification: To appropriate funds for building improvements and generator to support internet system for all Anderson County Schools.

Motion by Commissioner Catherine Denenberg, seconded by Commissioner Shelly Vandagriff, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

Commissioner Tracy Wandell and Jerry White absent.

THE 6th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Julie Minton, Fiscal Services, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Decrease Reserve Code:

141-39000	Unassigned Fund Balance	\$24,601.00
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(Amendment will be from 141-34690 Committed for Other Purposes and a JE will replenish the reserve for 39000)

Increase Expenditure Code:

141-72250-718	Motor Vehicle	\$24,601.00
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Justification: To appropriate funds for purchase of replacement vehicle for Technology use as technicians travel throughout the county.

Motion by Commissioner Catherine Denenberg, seconded by Commissioner Shelly Vandagriff, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

Commissioner Tracy Wandell and Jerry White absent.

THE 7th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Julie Minton, Fiscal Services, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Increase Revenue Code:

141-47640	ROTC Reimbursement	\$18,440.00
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Increase Expenditure Code:

141-71100-599	Other Charges	\$18,440.00
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Justification: To appropriate funds for reimbursement to Anderson County High School Navy Junior ROTC program for travel to Norfolk Virginia and Pensacola Florida. These trips are for NJROTC activities such as orientation and Navy Ball.

Motion by Commissioner Catherine Denenberg, seconded by Commissioner Shelly Vandagriff, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

Commissioner Tracy Wandell and Jerry White absent.

THE 8th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Julie Minton, Fiscal Services, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Increase Revenue Code:

141-47990	Other Direct Federal Revenue	\$47,500.00
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Increase Expenditure Code:

141-71100-599	Other Charges	\$47,500.00
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Justification: To appropriate funds provided by TVA for individual school grants: \$2,500 per location for STEM (Science, Engineering, and Mathematics) programs.

Motion by Commissioner Catherine Denenberg, seconded by Commissioner Shelly Vandagriff, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

Commissioner Tracy Wandell and Jerry White absent.

THE 9th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Gary Long, Highway Department, that the following **APPROPRIATION** in Highway Fund 131 be approved.

Increase Expenditure Code:

131-63100-450	Truck Tires	\$20,000.00
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Decrease Reserve Code:

131-34550	Restricted For Highway	\$20,000.00
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Justification: Need to make it through to next budget.

Motion by Commissioner Catherine Denenberg, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

Commissioner Jerry White and Tracy Wandell absent.

THE 10th ITEM to be presented to the Anderson County Budget Committee, was a written request from Jeff Cole, County Clerk, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-46990-6000	Business Tax Process Fee	\$2,500.00
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Increase Expenditure Code:

101-52500-709	Data Processing Equipment	\$2,500.00
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Justification: Emergency replacement of two decal printers and hardware installation.

Motion by Commissioner Catherine Denenberg, seconded by Commissioner Michael Foster, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

Commissioner Jerry White absent.

THE 11th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Laura Clark & Seth Whitehouse, Agricultural Extension, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-57100-399	Appropriation	\$9,000.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$9,000.00
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Justification: Anderson County Commission approved 5% pay increase for employees for the 2023 budget. This was not reflected in the submitted UT Extension Proposed budget for 2023 and was not added to our budget documents following the approval. Per the government agreement, when Anderson County approves the raise, UT Extension employees receive a raise on the 45% of their salaries that the counties pay. This adds up to a total of \$9,000 for all Extension employees.

Motion by Commissioner Bob Smallridge, seconded by Commissioner Catherine Denenberg, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

Commissioner Jerry White absent.

THE 12th ITEM, to be presented to the Anderson County Budget Committee, was a written request from John Vickery, Fleet Services, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Codes:

101-54900-453	Vehicle Parts	\$998.00
101-54900-399	Other Contracted Services	16,644.27
101-54900-790	Other Equipment	44,612.79
101-54900-446	Small Tools	<u>846.00</u>
		\$63,101.06

Increase Revenue Code:

101-49700	Insurance Recovery	\$63,101.06
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Justification: To replace equipment and reimburse line items due to flood damage/loss.

Motion by Commissioner Tracy Wandell, seconded by Commissioner Michael Foster, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 13th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Stephanie Wells, Tourism, that the following **APPROPRIATION** in Tourism Fund 128 be approved.

Increase Expenditure Codes:

128-58110-330	Operating Lease Payments	\$20,000.00
128-58110-399	Contracted Services	<u>5,000.00</u>
		\$25,000.00

Decrease Revenue Code:

128-34535	Tourism-Restricted Fund	\$25,000.00
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Justification: Transferring funds for lease and moving expenses for Temporary Office Space for Tourism Council/Welcome Center.

Motion by Commissioner Bob Smallridge, seconded by Commissioner Jerry White, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 14th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Sheriff Barker/Tyler Mayes, Sheriff's Department, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-47250-DFEU	Law Enforcement Grants- Detention	\$235,000.00
	Facility Equipment Upgrades	

Increase Expenditure Code:

101-54210-799	Other Capital Outlay	\$235,000.00
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Justification: This is for a reimbursable grant ACSO was awarded for this Fiscal Year. The grant covers equipment upgrades at the detention facility as part of COVID mitigation efforts. This money is from the federal government but passed through the State's Department of Health.

Motion by Commissioner Jerry White, seconded by Commissioner Michael Foster, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 15th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance Director, that the following **APPROPRIATION** in Solid Waste Fund 116 be approved.

Increase Expenditure Code:

116-55754-316	Landfill Operation & Maintenance-Contributions	\$22,000.00
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Decrease Reserve Code:

116-34630-WMCOM	Committed For Public Health & Welfare	\$22,000.00
	Waste Management Commission Contributions	

Justification: Reclassifying Waste Management contributions to Commissioners from a restricted code to an expenditure code. There is \$22,000 available from past years that is unspent.

Motion by Commissioner Tracy Wandell, seconded by Commissioner Catherine Denenberg, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 16th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Judge Spitzer, Winnie Gadd, & Randy Walters, Drug Court Grant/Finance, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-46220	Drug Court Grant Revenue	\$7,000.00
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Decrease Expenditure Code:

101-53330-207	Medical Insurance	<u>732.00</u>
		\$7,732.00

Increase Expenditure Codes:

101-53330-105	Supervisor/Director	\$6,778.00
101-53330-201	Social Security	419.00
101-53330-204	Retirement	406.00
101-53330-209	Short-Term Disability	32.00
101-53330-212	Medicare	<u>97.00</u>
		\$7,732.00

Justification: In recognition of “the recruitment and retention challenges that public behavior health providers face”, the Tennessee Division of Substance Abuse Services has provided a 10% increase in grant funding (\$7,000) for salary and benefit cost increases for the Drug Court Recovery Coordinator.

Motion by Commissioner Michael Foster, seconded by Commissioner Tracy Wandell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 17th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Nathan Sweet, Emergency Medical Services, that the following **APPROPRIATION** in Ambulance Fund 118 be approved.

Decrease Reserve Code:

118-34630	Fund Balance	\$20,714.63
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Increase Expenditure Code:

118-55130-709	Data Processing Equipment	\$20,714.63
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Justification: Multiple replacements for IT hardware at EMS facilities. Several computers over 14 years old, some on Windows 95 still. Replacing old tablets on ambulances used for patient care reporting or mobile CAD access. All computer requests have been taken to IT Director Brian

Young for his review and approval before request to Budget Committee/Commission. Purchasing cradle point Wi-Fi system for Andersonville station to replace mifi device.

Motion by Commissioner Jerry White, seconded by Commissioner Catherine Denenberg, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 18th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mark Stephens, Election Commission, that the following **TRANSFER (PAYROLL)** in General Fund 101 be approved.

Increase Expenditures Codes:

101-51500-332	Legal Notices	\$6,436.00
101-51500-349	Printing	1,000.00
101-51500-169	Part Time Help	<u>6,000.00</u>
		\$13,436.00

Decrease Expenditure Codes:

101-51500-351	Rental	\$3,718.00
101-51500-348	Postal Charges	3,718.00
101-51500-106	Deputy Registrars	<u>6,000.00</u>
		\$13,436.00

Justification: The transfers are to cover the additional expenses from the August Election, and due to a vacancy in the office since July of one full time employee, which necessitated a greater demand for part time help.

Motion by Commissioner Michael Foster, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 19th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank & Geoff Trabalka, Waste Management, that the following **APPROPRIATION** in Waste Management Fund 116 be approved.

Decrease Reserve Code:

116-34530	Restricted for Public Health & Welfare	\$45,000.00
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Increase Expenditure Codes:

116-55732-409	Crushed Stone	\$20,000.00
116-55732-791	Other Construction	<u>25,000.00</u>
		\$45,000.00

Justification: Need additional funds in crushed stone for centers and need construction materials pad and shed at the Recycling Center, in addition to materials needed to improve separation and temporary storage of recycling materials.

Motion by Commissioner Bob Smallridge, seconded by Commissioner Jerry White, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 20th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, that the following **TRANSFER (PAYROLL)** in General Fund 101 be approved.

Increase Expenditure Code:

101-54410-105	Emergency Management-Supervisor Director	\$30,000.00
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Decrease Expenditure Codes:

101-54410-101	Emergency Management-County Official/Admin Officer	\$21,000.00
101-54410-169	Emergency Management-Part-Time Wages	<u>9,000.00</u> \$30,000.00

Justification: EMA desires to create a full time position of Assistant Emergency Management Agency Director. This budget request is to transfer funds from part-time codes into full-time code.

Motion by Commissioner Catherine Denenberg, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 21st ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, that the following **TRANSFER (PAYROLL)** in General Fund 101 be approved.

Increase Expenditure Code:

101-51300-189	County Mayor-Other Salaries & Wages	\$32,000.00
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Decrease Expenditure Code:

101-51300-169	County Mayor-Part Time Help	\$32,000.00
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Justification: With an overwhelming amount of work, projects, requirements of the mayor's office, I would like to transfer part-time funds into a full time code in order to increase the amount of assistance. The position is an Operations and Project Coordinator and is assisting in project management, coordinating all aspects as relates to scope, schedule, resources; is writing policies, procedures, reports and more. The position will interact frequently with new Grants Coordinator on project/grant compliance.

Motion by Commissioner Catherine Denenberg, seconded by Commissioner Shelly Vandagriff, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 22nd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank & Damon McKenna, Animal Care & Control, that the following **APPROPRIATION** in General Fund 101 be approved.

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$26,277.00
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Increase Expenditure Codes:

101-55120-189	Other Salaries & Wages	\$24,000.00
101-55120-201	Social Security	1,488.00
101-55120-204	Retirement	300.00
101-55120-209	Short-Term Disability	113.00
101-55120-210	Unemployment Compensation	28.00
101-55120-212	Employer Medicare	<u>348.00</u>
		\$26,277.00

Justification: Per recommendations of HR as part of the Animal Shelter Investigation and Review, one recommendation was that more staff was needed at the Shelter so that two individuals are always working there for safety, for compliance, etc. This request converts an existing part-time position to full-time employment to ensure coverage at the Shelter, and also to ensure coverage for case/complaint calls.

Motion by Commissioner Bob Smallridge, seconded by Commissioner Tracy Wandell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 23rd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-54410-316-9998	Civil Defense-Contributions	\$6,800.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$6,800.00
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Justification: Additional funds for Anderson County VFD's for equipment testing.

THE 24th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Russell Barker, Sheriff, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-54210-790	Jail-Other Equipment-Laundry Equipment	\$143,138.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$143,138.00
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Justification: Funding for Detention facility laundry services, washer and dryers, not to exceed \$143,138.

SECTION A, Equipment Testing for VFD's/Mayor Frank

Mayor Terry Frank presented a request for \$6,800.00 from the General Fund Unassigned Fund Balance (101-39000) for additional equipment testing for the Anderson County Volunteer Fire Departments

This is reflected as the “23rd item” above.

SECTION B, EMS Replacement Equipment/Nathan Sweet

EMS Director Nathan Sweet presented a request for \$1,003,366.52 in ARP funding for the replacement of 14 cardiac monitors and 12 stretchers.

Motion to approve by Commissioner Catherine Denenberg. Motion Withdrawn.

No action taken.

SECTION C, New Business

1. Sheriff Russell Barker presented a request to seek bids for the replacement of clothes washers and dryers for the Detention Facility.

Motion by Commissioner Jerry White, seconded by Commissioner Catherine Denenberg, to approve sending bid out. Motion Passed.

Motion by Commissioner Catherine Denenberg, seconded by Commissioner Shelly Vandagriff to appropriate \$143,138.00 for the purchase, once bid is awarded.

Motion to amend by Commissioner Catherine Denenberg, seconded by Commissioner Tracy Wandell, to specify that the funds will come from the General Fund Unassigned Fund Balance (101-39000). Motion Passed.

Motion as amended passed to refer to the Anderson County Board of Commissioners with a recommendation for approval.

This is reflected as the “24th item” above.

2. Centralized IT Budget Coding

Motion by Commissioner Tracy Wandell, seconded by Commissioner Catherine Denenberg, and passed to explore establishing a centralized IT budget code.

SECTION D, Old Business

1. Deputy Finance Director Randy Walters introduced recently hired Grant Coordinator John Prince to the Budget Committee.

No action taken.

Meeting Adjourned.

Robby Holbrook, Finance Director